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4 October 1988

MEMORANDUM FOR: Director of Personnel

FROM:

Director, Security Evaluation Office

25X1

SUBJECT: Security Evaluation Office Position Organization

1. Your approval is requested in paragraph three to implement the position structure (Tab A) of the Security Evaluation Office.

2. On 4 April 1988, the Director of Central Intelligence established the Security Evaluation Office at the direction of the President (as outlined in Tab B). This organization and its mission represent many months of collaborative efforts and negotiations between the Secretary of State, the DCI, the White House, and Congress. Security Evaluation Office is an independent office of the Director of Central Intelligence and is responsible for setting security standards to protect our diplomatic missions and their tenant elements from foreign intelligence activity and for monitoring conformance with those standards.

The Security Evaluation Office is building toward a strength of 60 people, capable of establishing a program of aggressive, objective audits of our overseas missions. Our goals are to have [] present for duty in October 1988 and a complete complement by April 1989. SEO will draw its personnel from throughout the entire Intelligence Community and the Department of State to ensure it has the best possible mix of appropriate skills and available experience. All personnel will be on reimbursable detailee assignments and will meet DCI personnel security clearance standards.

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The Security Evaluation Office has chosen the occupational titles in the Agency's position classification system (Tab A) for our subordinate GS-11 to GS-15 positions. Our rotationals/detailees cannot be assigned to SEO until money is appropriated by Congress and a staffing complement is established. As position descriptions are written and audited by the Planning and Component Support Branch/Office of Personnel, SEO may request new occupational titles to reflect actual work being performed by our employees. Security Evaluation Office will work jointly with the Planning and Component Support Branch to complete this proposal.

All of the positions that are being established will be non-count positions; i.e., they will not count against the Agency's ceiling. This reflects the DCI's decision in the 20 June 1988 memorandum (Tab C) to the Senate Select Committee on Intelligence that the funding and positions of the Security Evaluation Office be included in the National Foreign Intelligence Program (NFIP) as a separate classified line item.

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S E C R E T

SUBJECT: Security Evaluation Office Position Organization

The total personnel ceiling approved for the Security Evaluation Office will be:

	FY 1988	FY 1989	FY 1990
Full-time Staff			

(*New initiative for personnel provides for measured increase
new positions per year beginning in FY 1990.)

3. Your approval is requested to implement the attached position structure of the Security Evaluation Office effective with the FY 1989 Appropriations Bill.

Attachments:
As stated

CONCUR:

Office of the Comptroller

10-4-88

Date

Executive Director

10-5-88

Date

APPROVED:

Director of Personnel

Date

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S E C R E T

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The Director of Central Intelligence

Washington D.C. 20505

Tab "C"

20 June 1988

The Honorable David L. Boren
Chairman, Select Committee on
Intelligence
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman:

I would like to thank you for the support your Committee has provided the National Foreign Intelligence Program by recommending authorization of \$7 million and 60 positions in FY 1989 for my newly established Security Evaluation Office. I agree with the view expressed in your classified report "that SEO must have full access both to the expertise of the Intelligence Community and to information about State Department facilities." (S)

As requested in your Committee's report, I have reviewed the various funding alternatives for the Security Evaluation Office. My decision was based, among other factors, on the following criteria:

- a. There be a direct reporting line of authority between myself and the Director of the Security Evaluation Office.
- b. That the budget be classified since the Security Evaluation Office is single-focused program of a sensitive counterintelligence and security nature.
- c. That we minimize the administrative requirements to ensure that the maximum number of Security Evaluation Office personnel be used for operational tasks, not in support type functions.
- d. That this organization truly be a DCI service of common concern for the entire counterintelligence and security community. (C)

My recommended option is that the Security Evaluation Office be funded for budgetary purposes as a separate classified line item in the NFIP which is the option preferred by your Committee. I intend to provide the appropriate Congressional, budgetary, personnel and other support type functions for the Security Evaluation Office from the Office of the DCI to minimize the administrative burden on such a small organization. (C)

A copy of this letter is being sent to Chairmen Stokes, Chappell and Stennis. (U)

Sincerely yours,

William H. Webster

William H. Webster

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